

Position Description: Business Manager

Summary:

The Business Manager role supports federal, scientific, technical, or business operations through clear, effective, and

Key Responsibilities:

- Lead planning and execution of assigned programs or projects.
- Monitor performance, schedule, and deliverables.
- Coordinate and guide project teams.
- Prepare clear progress reports and briefings.
- Ensure alignment with organizational or client objectives.

Minimum Qualifications:

- Education and experience consistent with the labor category.
- Strong written and verbal communication skills.
- Ability to work independently and collaboratively.
- Solid organizational and time management skills.